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# Office Public Schools

Director - Business Svcs

Director - Purchasing

Accounting

Business Office

Purchasing Clerk

Accounts Payable

Payroll

Print shop

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March 14, 2008

Paul Taylor  
Office of Public Instruction  
P.O. Box 202501  
Helena, MT 59620-2501

Re: Reclassified Expenses – Indirect Cost Rate

Dear Paul:

Please accept this letter as the District's request for a revised indirect cost rate for FY2009.

The following expenses have been reclassified:

|   |                  |
|---|------------------|
| Personnel Services                              | High School      |
| Audit Services (our district has an A133 audit) | 71,464.43        |
| Information Services                            | 33,115.63        |
| Property Insurance                              | 31,466.27        |
|   | <u>76,220.86</u> |
| Total   | 212,267.19       |

Please let me know if you need any additional information.

Thank you for your consideration.

Sincerely,

District Clerk



Schedule A - Restricted Fixed Indirect Cost Rate  
With Carry Forward Adjustment  
For FY2000-01 Using FY00 Expenditures

Direct Costs Reclassified Indirect Costs  
Direct or Indirect Costs Reclassified as Excluded  
Adjusted Totals

XXXXXXXXXX  
XXXXXXXXXX  
17,955,136.99

(22,367.19)  
13,233,765.49

972,267.19  
416,587.46

XXXX  
XXXX

Adjusted Rate

1.17%  
2.42%

Preliminary Rate

1.17%

Preliminary Indirect Cost Rate [C divided by B] 204,315,271 / 17,955,136.99

Requested Indirect Cost Rate [Adjusted C divided by Adjusted B]

Carry Forward Adjustment:

C1 Enter greater of line A or B

C2 Enter FY06 rate (2.82%) or 0.00% if no FY06 rate

If C2 is -0-, enter -0-, otherwise subtract C2 from C1

Final Rate After Carry Forward Adjustment

Line A or B plus/minus Line C

If Line D is negative, enter -0-

See Example on Page 6 of Instructions.

Line D

0.00%

2.02%

OK

Total expenditures include the general and special revenue funds (funds numbered less than 50) and exclude residual equity and operating transfers. Only costs in Funds 01, 14, 34, 25, 26, 28, 29 and the indirect cost recovery project in Fund 15 may be included as indirect costs. Functions included with X's may not be included as indirect costs, except for termination. A detailed listing of accounts is available upon request. Call Paul Taylor at 444-1257.

Northern Automated Education Financial and Information Reporting System

2/22/2007 2:07:51 PM prfMAEFARBMMAEFARBS.exe rptPreliminaryIndirectCosts



Office of Public Instruction  
Linda McCulloch,  
Superintendent  
PO Box 202501  
Helena, MT 59620-2501

# **CERTIFICATION FOR INDIRECT COST RATE**

For FY 2008 2009

Due 3 / 31, 2008

|                |                |             |        |       |
|----------------|----------------|-------------|--------|-------|
| Legal Entity # | School Dist. # | School Name | County | Level |
|                |                |             |        | HS    |

Proposed Restricted Indirect Cost Rate 2.02 % (Round to nearest hundredth (X.XX%) of a percent.)

**INSTRUCTIONS:** Complete and submit with one copy of each application for Indirect Cost Rate. A separate application should be submitted for the elementary and high school district. A copy of this certification will be returned upon approval of your rate.

This is to certify that I have reviewed the Indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish the final indirect cost rate for the periods indicated above are allowable in accordance with the requirements of the Federal award(s) to which they apply and OMB Circular A-87, "Cost Principles for State and Local Governments." Unallowable costs have been adjusted in allocating costs as indicated in the attached Predetermined Indirect Cost Allocation - Schedule A.

(2) All costs included in the proposal are properly allocable to Federal awards on the basis of a beneficial or casual relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. In addition, similar types of costs have been accounted for consistently and the Office of Public Instruction will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Signature of District Superintendent or Board Chairperson 

Street Address or P.O. Box

Printed Name of Authorized Official

City

Zip Code

*Sictu Taatano*

Title

Date

*Supt*

3/14/08

Send/completed form to:

School Accounting and Budgeting  
Office of Public Instruction  
PO Box 202501  
Helena, MT 59620-2501

**ACCEPTED AND APPROVED FOR THE SUPERINTENDENT OF PUBLIC INSTRUCTION BY:**

Approved Rate for FY2008

2.02

Date Approved

3/15/08

Signature 